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16 MAY 1986

MEMORANDUM FOR: Director of Training and Education

VIA: Chief, Administrative Division, OTE
Chief, Personnel Branch, OTE

FROM: Henry P. Mahoney
Director of Logistics

STAT SUBJECT: Nomination [redacted]

STAT 1. The Office of Logistics (OL) is pleased to nominate [redacted]
STAT [redacted] a GS-09 Transportation Assistant, to
STAT replace [redacted] in position [redacted]

STAT 2. [redacted] entered on duty with the Agency and OL in
February 1980 and is currently assigned to the Office of
Personnel, Travel Processing Branch. She consistently shows a
high degree of professionalism and competence in all of her
STAT assignments and has been praised by her supervisors for her
dedication, initiative, and motivation. [redacted] is capable
of handling large volumes of work both efficiently and effectively.
STAT She has the ability to absorb details and procedures quickly and
has an excellent attitude. Based upon her performance to date,
STAT [redacted] is an excellent candidate to assume the responsi-
bilities of your position.

STAT 3. If you concur in this nomination, arrangements will be
STAT made between representatives of this Office and yours for a
reporting date. Attached for your review is [redacted]
Official Personnel Folder.

[redacted]
for Henry P. Mahoney

Attachment

CONCUR:

STAT [redacted]

Director of Training and Education

10 JUN 1986

Date

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separated from SECRET attachment

OL 3113-86

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